

CONTRACT CHANGE ORDER MEMORANDUM

DATE:

DC-CEM-4903 (OLD HC-39 REV. 6/93)

TO			FILE E.A. CO-RTE-PM FED NO.
FROM			CONTINGENCY BALANCE (Including this change): \$
CCO NO.	SUPPLEMENT NO.	CATEGORY CODE 2-B-1	HEADQUARTERS APPROVAL REQUIRED? YES ___ NO ___
SUPPLEMENTAL FUNDS PROVIDED \$			IS THIS REQUEST IN ACCORDANCE WITH ENVIRONMENTAL DOCUMENTS? YES ___ NO ___

THIS CHANGE ORDER PROVIDES FOR:

A preoperation conference and just-in-time training (JITT) for fast setting hydraulic cements.

A two hour preoperation conference will be held to discuss methods of accomplishing all phases of the fast setting hydraulic cement operation. The goal of this conference will be to align performance expectations, increase quality and improve workmanship.

The six hour JITT session will be conducted based on the recommendation of the contractor and approved by the engineer. This training class will be an extension of the preoperation conference. The purpose of this training is to provide the appropriate knowledge that will enhance the technical skills of both the contractor's and Caltrans' construction staff.

The training session will be conducted local to the project field location for the contractor's and the engineer's project representatives. The contractor shall be represented by all field staff directly involved with fast setting hydraulic cements. Scheduling of the JITT shall be completed within five working days of the beginning of the operation. The class shall be held during normal working hours.

This work is not covered by contract items. Therefore this work will be done under extra work at force account for an estimated cost of \$NNNNN, which will be financed from the supplemental funds.

Determination of time extension is in accordance with the provisions of Section 8-1.07 "Liquidated Damages" of the Standard Specifications. The contract time will be adjusted one (1) working day as it will become the controlling operation from dd-dd-dd to dd-dd-dd

CONCURRED BY:		ESTIMATE OF COST	
		THIS REQUEST	TOTAL TO DATE
CONSTRUCTION ENGINEER			
BRIDGE ENGINEER			
FHWA REP.	D,		
PROJECT ENGINEER	DA		
OTHER (Specify)	DA		
	D		
DIST. PRIOR APPROVAL BY	DATE		
HQ (ISSUE & APPROVE) (TO PROCEED) BY	DATE		
RESIDENT ENGINEER SIGNATURE			

FEDERAL SEGREGATION (If more than one funding source or P.I.P.type)	
___ CCO FUNDED PER CONTRACT	___ CCO FUNDED AS FOLLOWS
FEDERAL FUNDING SOURCE	PERCENT
_____	_____
_____	_____
_____	_____